



Coxheath Parish Council

AGENDA

To All Members of the Council, Press and Public

Members are hereby summoned, and notice is given that the next meeting of the Parish Council will be held on Tuesday 30th November 2021 at 7:00 pm Small Hall Coxheath Village Hall

All meetings are open to the press and public. The parish council requests that all attendees note the following:

- windows and doors are to be kept open;
- all attendees to use hand sanitiser on entry (*or on re-entry if you need leave the hall for any reason*);
- tables and chairs, to be wiped down by each person attending, with the provided antibacterial wipes, before use.
- all attendees will put out their own tables and chairs;
- no sharing of tables;
- meeting papers, other than agendas for the public, will not be provided;
- all attendees are asked to wear masks into the building and only take them off once seated or speaking.

PRIOR TO THE START OF THE MAIN MEETING:

Representations from the general public will be taken for a period up to fifteen minutes before the opening of the formal meeting. Individuals may speak for up to three minutes at the discretion of the Chairman. The minute book will be closed

1. Apologies, Declarations of Interest and Dispensations:

- 1.1 Apologies for absence received and confirmed by the Council Members who cannot attend a meeting tender their apologies to the Parish Clerk prior to the meetings, under Section 75(1) of the Local Government Act 1862, the members present must decide whether the reason(s) for a member's absence shall be accepted.
- 1.2 Declaration of Changes to the Register of Interests.
- 1.3 To receive Declarations of Interest in respect of matters contained in this agenda. In accordance with the provisions of the Localism Act 2010 in respect of members and in accordance with the provisions of the Local Government Act 1862 in respect of officers.
- 1.4 Requests for Dispensations.
- 1.5 Declarations of Lobbying.

2. CO OPTION of Parish Councillor/s:

- 2.1 To consider candidates for co-option.

3. Consideration of items to be taken in private (Exclusion of Public and Press): In accordance with Section 1(2) of the Public Bodies (Admission to meetings) Act 1850, the public and press be excluded from the meeting by the reason of its confidential nature.

4. Reports:

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| 4.1 | Police Representative | PCSO McCloud |
| 4.2 | Community Warden | J Watson |
| 4.3 | Kent County Councillor | Cllr S. Webb |
| 4.4 | District Councillors | Cllr's R. Webb; S. Webb and Parfitt-Reid |
| 4.5 | Chairman of the Parish Council | Cllr Parker |
| 4.6 | Playground Inspection | Cllr Divall |
| 4.7 | Open Spaces Councillor | Cllr Bird |
| 4.8 | Parish Council Environmental Initiatives | Cllr Small |

5. Minutes of the Parish Council Meeting:

To consider the minutes and if in order sign as a true record

- 5.1 Minutes of Parish Council held on the 26th October 2021

6. Matters arising from the minutes (not included in other agenda items):

- 6.1 Multi Use Games Area.
- 6.2 Replacement Litter Bins; Parish Noticeboards.
- 6.3 Defibrillator (Installation and Maintenance Contract)
- 6.4 MUGA CCTV

- 7. Finance:**
- 7.1 To receive and authorise payments listed on the schedule (to be provided at the meeting)
 - 7.2 Late Payment Request/s to be discussed for approval and payment.
 - 7.3 Banking Arrangements – Update.
 - 7.4 To receive the Bank Reconciliation (to be provided at the meeting).
 - 7.5 To receive recommendations from the Finance Committee:
 - 7.5.1 To receive the draft minutes of the Finance Committee Meeting 11th November 2021
 - 7.5.2 To review the 2020/21 spend vs budget forecast
 - 7.5.3 To agree budget groups for 2022/23
 - 7.5.4 To consider the precept and parish services scheme for 2022/23
- 8. Planning:**
- 8.1 To receive the draft minutes of the planning committee meeting 11th November 2021.
 - 8.2 To table late planning matters.
 - 8.3 MBC Local Plan Review Regulation 19 Consultation
- 9. Working Groups: To receive Updates**
- 9.1 Recreation & Youth Working Group.
 - 9.2 Traffic & Community Safety Working Group.
 - 9.3 Seasonal Events Working Group.
 - 9.4 Website Group
 - 9.5 Environmental Initiatives Group.
- 10. Correspondence:**
- 10.1 To Table items of late correspondence.
 - 10.2 To Table items circulated:
 - 10.2.1 Civility and Respect Working Group
 - 10.2.2 Heath Road Coxheath (Cllr Simon Webb)
 - 10.2.3 KALC Maidstone Meeting Agenda for Monday, 29 November 2021
 - 10.2.4 Help us to shape Kent library services for the future! Consultation
 - 10.2.5 KALC virtual Climate Change Conference - 15 December 2021
 - 10.2.6 General Events Flyer - KALC Winter Events
 - 10.2.7 MBC and Member Newsletter
 - 10.2.8 Filming permissions email from a resident
 - 10.2.9 KALC Community Awards Scheme 2022
- 11. Tree Survey Report: Update**
- 12. To consider the following Policies:**
- 12.1 Section 101 Scheme of Delegation (to replace the HCID Policy)**
 - 12.2 Covid Contingency Plan**
- 13. Date of the Next Meeting: 25th January 2022**

25th November 2021